

**FOIA ANNUAL REPORT  
ACTIVITY POC INFORMATION SHEET**

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**REPORTING DATE** \_\_\_\_\_

**FOIA COORDINATER  
NAME** \_\_\_\_\_

**FULL AGENCY NAME  
AND FOIA CODE** \_\_\_\_\_

**POSTAL SERVICE  
MAILING ADDRESS** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TELEPHONE NUMBER (COMMERCIAL)** (      ) \_\_\_\_\_

**TELEPHONE NUMBER (DSN)** \_\_\_\_\_

**TELEFAX NUMBER** (      ) \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

**FOIA INTERNET URL** \_\_\_\_\_  
(Please check below those which apply to you.)

\_\_\_\_\_ My FOIA Internet site links to the DON On-Line  
FOIA Internet site at *http://foia.navy.mil*

\_\_\_\_\_ I currently have an electronic reading room.

\_\_\_\_\_ I do not have an electronic reading room.